

Certificates of Completion for CCDF Health and Safety Orientation PLUS the First Year Basic Six Training



All participants who successfully complete your CCDF Health and Safety Orientation PLUS the First Year Basic Six training should receive a certificate of completion. In order to adequately document the participant's training experience, your training certificate must include the information listed below. **Please note that the Bright from the Start logo may not be included on your certificate.** The department's name, Bright from the Start: Georgia Department of Early Care and Learning may not be used in any way that implies that the training is presented on behalf of the department or that you serve as an agent or representative of the department.

EXAMPLE CCDF ORIENTATION PLUS FIRST YEAR BASIC SIX

CERTIFICATE OF COMPLETION	
JOHN DOE	
_____ Participant's Name	
Training Date(s):	Place:
Health and Safety Orientation & First Year Basic Six Training	
Training Code: TG-BFTS-00000	
Training Level: Beginning; Competency Goals: ECE-2 & 6; SAC-2 & 6	
First Year Basic Six Training Total Hours = (must be minimum of 6)	
AND	
Health & Safety Orientation Total Hours = X	
Trainer: Jane Doe, TR-BFTS-0000	
This training is approved by Bright from the Start: Georgia Department of Early Care and Learning.	
_____ Participant's Signature	_____ Trainer's Signature

REQUIRED INFORMATION

Participant's Name

Training Date(s) & Location

Training Title (must be titled as shown)

Training Code

Training Level & Competency Goal(s)

Clock Hours (list First Year Basic Six Training AND Health & Safety Orientation. Minimum of 6 hours.)

Trainer Name & Code

Statement of Approval

Trainer's & Participant's Signature